

Housing Authority of the City of Vineland

REGULAR MEETING
Thursday, December 21, 2017
7:00 p.m.

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Mario Ruiz-Mesa on Thursday, December 21, 2017, at 7:00 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman
Commissioner Rudolph Luisi
Commissioner Nicholas Fiocchi
Commissioner Alexis Cartagena
Commissioner Daniel Peretti
Commissioner Brian Asselta **(Absent)**
Chairman Mario Ruiz-Mesa

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Charles W. Gabage, Esquire – Solicitor, Dan Avena and Linda Cavallo – Accountants, Sandy Velez, Assistant Asset Manager - Occupancy, Ron Miller, Assistant Asset Manager – Operations and Gloria Pomales, Executive Assistant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on November 16, 2017. A motion was made by Commissioner Chapman and seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the two months ended November 30, 2017. Mrs. Jones stated last month she mentioned when you review the HAP revenue and expenses it shows a loss. It is a loss for this fiscal year, but that is because HUD requires the Authority use its HAP reserves from the previous fiscal year.

Chairman Ruiz Mesa requested the Executive Administrative Report. Mrs. Jones reported the Authority received a notice that the Family Self Sufficiency Grant was renewed for another year. The Tarkiln and Asselta RAD application has been approved verbally by HUD and the Authority received the written commitment today. Parkview has been approved verbally, but the written commitment has yet to be received. Next month, Rick Ginetti, Consultant, will attend the Board Meeting to review these conversions in more detail. The Tarkiln and Asselta conversion involves financing. Capital Bank has given us pre-approval at a decent interest rate for the financing and this will be explained at next month's meeting. The Parkview conversion does not require any

financing. The next properties that have an application for RAD are Kidston and Olivio. This application was filed several months ago. There has not been any conversation about this application with HUD, but Mrs. Jones anticipates it will happen in January. The VHA's HUD representative who is working with the Authority on all these projects asked if a RAD application would be submitted for D'Orazio. If the D'Orazio property would work for the RAD Program, the Authority would submit an application because then the VHA can pursue some financing for much needed upgrades and repairs. The reason this conversion may not work is because of the rents HUD is giving the Authority for D'Orazio do not allow the Authority to borrow the money needed to make the changes to the properties that need to be made and make the project viable. The Authority also has the Scattered Site properties in which Mr. Ginnetti will update the Board on that as well. There has been a snag with the Special Application Center (SAC) who is the division the Authority is required to work with at HUD to dispose of the properties. Mrs. Jones expects Tarkiln, Asselta and Parkview will go through a "conversion settlement" around March or April with the Board's approval.

Mrs. Jones had a meeting with Dr. Salomon Fernandez from the Cumberland County College and Dr. Hardee who is the Director of Workforce, Community, and Technical Education. They spoke about some possible partnerships so they can serve the community better, specifically the Housing Authority's community. The goal would be to introduce education opportunities to our residents and surrounding residents and/or possibly bring some educational programs to the Corbin Center. This is in the talking stage right now and would be brought back to the Board for approval before the Authority enters into any agreement with the Cumberland County College.

Mrs. Jones asked Sandy Velez to report on the status of the tenants that were relocated due to the fire at Kidston Towers and Ron Miller will follow up on the status of the repairs.

Sandy Velez reported the fire was due to an unattended frying pan on the stove. The tenant was not in the unit at the time of incident. The sprinkler heads went off and the fire was put out immediately. There really wasn't any fire damage but there are several floors with water damage. The fire source unit resident was very difficult to relocate. She was offered several units and denied them. Ultimately, the resident accepted a unit at Olivio Towers. Two other residents were also relocated. The Authority may or may not have to relocate a few more residents.

Ron Miller stated the remediation began immediately the night of the fire. The restoration company arrived to set up dryers and humidifiers. There was water damage from the 7th floor all the way down to the lobby. The elevators were out for almost a week. The water ran through the elevators and fried all the electronics in them. The electronics are all special ordered from California. The Authority had to rely on its elevator contractor to obtain these parts. The elevators were restored in just under a week after the fire. They are currently fully repaired. The hallways from the 7th floor on the east side of the building down to the first all have 2 foot cut-out of sheetrock all the way around. The 3 units where the residents have been relocated are currently being demoed. Asbestos abatements are scheduled for tomorrow. The Authority is working with the insurance adjustor. Once the adjustor and the estimator from the restoration company, All Risk, agree restorations will be begin. Kidston Towers was built in the 70's. The only asbestos containing material in the building is in the floor tile and the mastic. A lot of it over the years have been abated. The three units currently being worked on have not been abated so they will be abated now. Unfortunately, the night of the fire there was some difficulty with the fire department and not the best cooperation from them. The estimated damage is about a half million dollars. Mrs. Jones stated since the VHA has had several fire experiences like this at Kidston, she has spoken to Ron regarding the elevators because when the elevator boards fry there is nothing we can do but order new ones. Ron stated the Authority will order a full set of boards for one elevator car and keep them on hand as back up for future use. The VHA will be setting up a meeting with the new administration in the fire department to get some training for the volunteer and paid firemen on how to turn the water off in an efficient matter.

Committee Reports: The Re-organization committee which consisted of Commissioners Chapman, Asselta and Ruiz-Mesa. Commissioner Chapman reported the re-organization committee met and it concluded it would recommend the officers that are identical to the previous year as follows: Chairman, Mario Ruiz-Mesa, Vice Chairman, Chris Chapman and Secretary/Treasurer, Jacqueline Jones.

Mr. Gabage requested any other nominations for those positions, seeing none he entertained a motion to close the nominations. A motion was made by Commissioner Cartagena; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Mr. Gabage stated a vote will be taken in favor of the following nominations: Chairman, Mario Ruiz-Mesa, Vice Chairman, Chris Chapman and Secretary/Treasurer, Jacqueline Jones. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Old Business: None.

New Business: None.

With no other discussion in related matters the Chairman moved to the Resolutions.

Resolution #2017-69
Resolution to Approve Monthly Expenses

Chairman Ruiz-Mesa stated he reviewed all the bills and recommended payment in the sum of \$831,841.15. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2017-70
Resolution Approving 2018 Meeting Dates

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-70. A motion was made by Commissioner Cartagena; seconded by Commissioner Chapman. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2017-71
Resolution Approving Joint Insurance Fund Commissioner

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-71. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. Mrs. Jones explained the insurance fund the Authority belongs to requires a commissioner from each agency to represent the housing authority. It is typically the Executive Director and this resolution is done every year. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2017-72
**Resolution Authorizing the Execution of a Sub-Grantee Agreement
with the City of Vineland for the Computer Learning Center**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-72. A motion was made by Commissioner Chapman; seconded by Commissioner Cartagena. Mrs. Jones explains this is a grant the VHA has received from the City of Vineland from the Community Development Block Grant (CDBG) funding. It is \$3,000 and it is used to upgrade computer equipment for training in the FSS program. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

Resolution #2017-73
**Resolution Authorizing Entering into a Contract Agreement
with Wroniuk, LLC T/A Wheat Road Cold Cuts**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2017-73. This is the food provided for the Congregate Services Program. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The following vote was taken:

Commissioner Chris Chapman	(Yes)
Commissioner Rudolph Luisi	(Yes)
Commissioner Nicholas Fiocchi	(Yes)
Commissioner Alexis Cartagena	(Yes)
Commissioner Daniel Peretti	(Yes)
Commissioner Brian Asselta	(Absent)
Chairman Mario Ruiz-Mesa	(Yes)

There is no need for Executive Session tonight.

Chairman Ruiz-Mesa asked for comments from the Commissioners, press and/or public.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Chapman; seconded by Commissioner Peretti. The vote was carried unanimously by the Board Members present. The Regular Meeting of the Board of Commissioners was adjourned at 7:23 p.m.

Respectfully submitted,



Jacqueline S. Jones
Secretary/Treasurer